

# Civic Engagement Steering Committee Charter

UMA 2016 – 2020 Strategic Plan (*rev. 2017*), Actions Supporting Key Strategies:

3.5 Build community connections through courses, internships and civic engagement

Civic Engagement Planning Process

*Overall Goal:* Create, coordinate, and communicate a Civic Engagement Continuum within the UMA community, as outlined in the University’s strategic plan (Strategy 3.5), that will enhance the development of informed, responsible, and involved citizen-graduates.

*Faculty Co-Cordinator:* Kati Corlew, Assistant Professor of Psychology

*Administrative Co-Coordinator:* Gilda Nardone, Executive Director, New Ventures Maine

*Steering Committee Membership/resources:* Susan Baker, Robert Bernheim, Haley Brown, Dianne Carrick, James Cook, Jean Dempster, Alyra Donisvitch, Matt Dube, Nancy Foster, Sheri Fraser, David Greenham, Rob Kellerman, Lynne King, Mina Matthews, Ian Magill, Jennifer Mascaro, Sharon McMahon Sawyer, Deborah Meehan, Rose Pelletier, Nicole Roberts, Eric Stark, Tim Surrette, Shelley Taylor, Colleen Coffey

Proposed Activities:

*Convene a Steering Committee*

- Identify and invite representative Steering Group
- Create an interim (3 - 6 months) and longer-range (3 – 5 year) plan for sustaining civic engagement within UMA
  - Structure
  - Staffing options and roles
  - Timeline
  - Resources—align with Programs of the Future, explore grant options
  - Data Collection, Research, and Evaluation

*Define Civic Engagement within UMA (Campuses, Centers, Virtual)*

- Inventory and document what currently exists
- Leverage existing programs and tools to prepare and connect students and document their learning (i.e., CareerLink, digital badging)
- Create systems for developing and coordinating various components of the continuum (i.e. classes, internships, other activities)
- Clarify leadership roles for various components

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## *Create Professional Development Resources for Civic Engagement*

- Professional development for faculty and staff interested in incorporating service learning or other civic engagement strategies into classes
- Curriculum development and instructional design support (onsite and online) for incorporating civic engagement
- Training for students (online) to prepare them for service learning
- Support for employers and community partners who provide internships and other service learning opportunities for UMA students

## *Develop a Civic Engagement Communications Strategy*

- Develop an internal communications system for Faculty and Administrative Co- Coordinators and Steering Committee (google group)
- Explore options for virtual/web Resource Hub/Clearinghouse (CareerLink?) where information such as internships can be uploaded
- Maintain/coordinate calendar of activities and events
- Develop a quarterly newsletter highlighting Civic Engagement activities
- Share overview and recommendations with broader UMA community within strategic planning framework
- Develop and communicate a “campaign” to build understand of and investment in UMA’s Civic Engagement continuum

## Timeline:

*Invitation:* By 2/16

*Steering Committee Meetings (3):* 2/23; 3/26; 6/14

## *UMA Community Communication:*

- Draft Recommendations/Direction by 4/13 for Strategic Plan Forums on 4/23 and 4/25
- Student Research Conference on 4/27
- Faculty Institute on 5/17

*Report Recommendations:* Integrate some activities during spring 2018; longer-range plan by 6/29/18 for implementation in academic year 2018 - 2019